



# City of Tempe

## SENIOR TRAFFIC ENGINEERING TECHNICIAN+

### JOB CLASSIFICATION INFORMATION

<i>Job Code:</i>	228	<i>FLSA Status:</i>	Non-Exempt
<i>Department:</i>	Engineering & Transportation	<i>Salary / Hourly Minimum:</i>	\$25.225000
<i>Supervision Level:</i>	Non-Supervisor	<i>Salary / Hourly Maximum:</i>	\$34.053846
<i>Employee Group:</i>	NSU	<i>State Retirement Group:</i>	ASRS
<i>Status:</i>	Classified	<i>Market Group:</i>	Traffic Engineering Analyst
<i>Drug Screen / Physical:</i>	Y	<i>EEO4 Group:</i>	Technicians

### DISTINGUISHING CHARACTERISTICS

This is the full journey level class within the series. Employees in this class are distinguished from the Traffic Engineering Technician+ by the performance of the full range of duties requiring infrequent instruction or assistance as new or unusual situations arise; incumbents are fully aware of the operating procedures and policies of the City and work units.

Positions in these classes are flexibly staffed. Advancement to the Senior Traffic Engineering Technician+ level requires that the employee be satisfactorily performing the full range of duties at the journey level, and that the employee meets the minimum requirements.

### REPORTING RELATIONSHIPS

Receives direction from the Traffic Engineer or from other supervisory or management staff.

### MINIMUM QUALIFICATIONS

<i>Experience:</i>	Two years of increasingly responsible technical experience in traffic engineering.
<i>Education:</i>	Equivalent to an Associate of Arts degree with major course work in planning, civil engineering, traffic engineering, computer design, or degree related to the core functions of this position.
<i>License / Certification:</i>	None

### ESSENTIAL JOB FUNCTIONS

Essential job functions are the fundamental duties of a position: the things a person holding the job absolutely must be able to do.

To actively support and uphold the City's stated mission and values. To perform a variety of difficult technical field and office traffic engineering work; and to provide technical support to the staff of the Traffic Engineering section.

## OTHER DUTIES AS ASSIGNED

Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

- Perform job duties adequately and properly; follow personnel and department policies and operating procedures; show respect, tact, and courtesy in dealings with coworkers and the general public; behave in a manner that does not obstruct or hinder other employees from completing their duties; act in a manner that is safe and follow the City's safety procedures at all times.
- Respond to requests for information and assistance related to traffic control and safety; conduct field reviews; prepare appropriate recommendations; provide information to other departments, divisions, outside agencies and citizens.
- Participate in pre-construction meetings.
- Review all traffic control plans for construction and work performed in public right-of-way within the City; coordinate with contractors, barricade companies, and other city departments.
- Prepare traffic control plans and specifications for City capital improvement programs and City events; coordinate strategies and plans; notify local authorities and news media of street closures and other traffic restrictions.
- Assist in the design of various plans including roadway marking and signing plans, railroad signal and crossing plans, roadway geometric plans, and other plans for special City events.
- Assist in the design of signing and marking plans for parking facilities, parking lot lighting, modified signal poles and foundations, and sidewalk and bike path improvements.
- Accept applications; prepare and research petitions; write authorizations for events and projects, including block party street closures and speed hump installations.
- Utilize automated spreadsheet and database programs and enter related data; produce statistical reports related to traffic counts, signals and other traffic engineering applications; draft plans and diagrams on the computer.
- Receive and research complaints regarding traffic control and safety.
- Prepare work orders for signing, striping and signal crews.
- Update and revise procedures and manuals as needed.
- Perform related duties as assigned.
- Physically present to perform the duties of the position.

## PHYSICAL DEMANDS AND WORK ENVIRONMENT

- Pending

## COMPETENCIES

<i>CLASSIFICATION LEVEL</i>	<i>INCLUDES</i>	<i>COMPETENCIES</i>
Foundational	All Employees	Inclusion, Communication, Interpersonal Skills, Integrity, Professionalism, and Willingness to Learn
Non-Supervisory	In Addition >	Teamwork, Customer Service, Initiative, and Dependability / Reliability
Supervisory	In Addition >	Staffing, Monitoring Work, Delegating, Development / Mentoring, and Support Others
Manager	In Addition >	Preparing / Evaluating Budgets, Monitoring / Controlling Resources, and Motivating / Inspiring
Deputy Director	In Addition >	Entrepreneurship and Networking
Director	In Addition >	Organizational Vision
<p><i>For more information about the City of Tempe's competencies for all classifications:</i>  <a href="#">City of Tempe, AZ : Competencies</a></p>		

#### **JOB DESCRIPTION HISTORY**

*Effective Date November 1988*

*Reviewed July 1991*

*Revised July 2004 (combined to a flex class; adjust duties)*

*Revised May 2005*

*Revised November 2010 (Removed optional driver's license statement)*

*Revised October 2016 (Update job duties)*

*Revised March 2019 (PW reorg – moved to Engineering & Transp. Dept.)*